

City of York Board of Architectural Review
Minutes
June 7, 2021

Members present:

Chairperson Beth Bailey
Diane Hanlon
Gene Gaulin
Gary Stewart
A. Lee McLin
Linda Lowman
Quinn Witte

Members absent:

Others present:

Planning Director Breakfield
Zoning Administrator Blackston
(see sign-in sheet)

Chairperson Beth Bailey called the meeting to order at 6:30 p.m.

The first item of business was approval of the draft Minutes from the May 3, 2021 meeting. Upon a Motion by Linda Lowman, seconded by Gary Stewart, the Board unanimously approved the Minutes as submitted.

The second item of business was consideration of a certificate of appropriateness application (COA) for the addition of an ice machine to be located in the parking lot of 1095 Filbert Highway.

Planning Director Breakfield reminded the Board of requirements of the Gateway Corridor Overlay District.

After discussion and upon a Motion by Gene Gaulin, seconded by A. Lee McLin, the Board unanimously denied the application as presented finding that the application did not comply with the gateway standards.

The third item of business was consideration of a COA application for the extension of a driveway at 121 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of fact regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Diane Hanlon, seconded by Gene Gaulin, the Board unanimously approved as submitted.

The fourth item of business was consideration of a COA application for a monument sign to be installed at the York County Veterans Park located at 23 East Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of fact regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by Linda Lowman, the Board unanimously conditionally approved the application as long as spot lighting was installed, line-of-sight requirements were met and the Board of Zoning Appeals ultimately approved the special exception application.

The fifth item of business was consideration of a COA application for façade and roof repair at 65 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of fact regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Diane Hanlon, seconded by Quinn Witte, the Board approved the application as submitted as long as item #4 on the submitted invoice was hardiplank or wood.

The sixth item of business was consideration of a COA application for a replacement awning at 24 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of fact regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

The seventh item of business was consideration of a COA application for a replacement awning at 26 A North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gene Gaulin, seconded by Gary Stewart, the Board unanimously approved the application as submitted.

The eighth item of business was consideration of a COA application for a replacement awning at 26 E North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of fact regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by A. Lee McLin, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

The ninth item of business was an update regarding staff-approved certificates of appropriateness. Zoning Administrator Blackston indicated that there were two (2) staff-approved certificates of appropriateness: signage applications for 2 North Congress St, Suite 101 and 7 North Congress Street.

There being no further business, the meeting was adjourned at 7:28 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP
Planning Director

cc: File, Board of Architectural Review 6/7/2021
Seth Duncan, City Manager